

**U.S. Department of Labor  
Office of Youth Opportunities (OYO)  
Youth Opportunity Grants (YOG) Technical Assistance Update**

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The U.S. Department of Labor Office of Youth Services/Office of Youth Opportunities (OYO) brings you the Youth Opportunity Grant (YOG) Technical Assistance Update. On a bi-weekly basis, the update will provide important announcements and information for YOG sites, partners, and coaches.

Please let us know if these updates are useful to you and how it might be improved to better serve your needs. If you have information or items to contribute, or topics that you would like see covered, please contact Susan Rosenblum, Office of Youth Opportunities, at [srosenblum@doleta.gov](mailto:srosenblum@doleta.gov) or (202) 693-3597.

We encourage you to forward these updates to your partners, staff, and others who are working with your site.

**Second YOG Leadership Institute Set for March 11-16, 2001 in San Diego, CA – Deadline To Register is February 9 at 3:00 PM (EST)**

The second session of the **Youth Opportunity Grants Leadership Institute will take place March 11-16, 2001 at the Paradise Points Resorts in San Diego, CA.** The National Center for Strategic Nonprofit Planning and Community Leadership (NPCL), in partnership with the U.S. Department of Labor's Office of Youth Opportunities, is sponsoring the event. Space is limited and will be determined on a first-come, first serve basis. **Deadline for registration is Friday, February 9, 2001 at 3:00 PM EST.** Contact your YOG project director for registration information.

This session of the Institute is intended for YOG staff and partners who could not attend the Institute's premiere session and for additional new staff hired by each YO! site. Please note: **only individuals who can stay for the entire week will be allowed to enroll in the Institute.**

**The Institute will cover costs for training and hotel room accommodations for participants. Agencies must cover their participants' airfare, ground transportation, and meals (with the**

**exception of lunch each day). Participants are expected to pay for any incidental expenses during the week (e.g., room service, telephone, fax, Internet use, etc.).**

For more information on the upcoming Institute, contact Yolanda Tully, National Center for Strategic Nonprofit Planning and Community Leadership (NPCL), at (202) 822-6725 or e-mail: [ytully@npcl.org](mailto:ytully@npcl.org).

## **Serving Youth with Disabilities**

Youth with disabilities are disproportionately represented in the major categories that define youth “at risk.” For example, more than 50 percent of all adjudicated youth are young people with learning disabilities and behavioral disorders; and the majority of youth with disabilities come from situations of family poverty.

We expect that a majority of youth served by the Youth Opportunity Grants will exhibit any number of traits that, if identified, would classify them as youth with disabilities who would benefit from special services. To ensure that this group of young people can access post-secondary education and employment, programs should develop the capacity to identify, accommodate, and respond to their unique social, emotional, intellectual, and career development needs.

The attached memo, **Serving ALL Eligible Youth, Including Youth with Disabilities**, identifies strategies that YOG sites can use to recruit and work with this group of young people. For more information, please contact Christina Lo in the Office of Youth Opportunities, (202) 693-3359 or e-mail: [clo@doleta.gov](mailto:clo@doleta.gov).

## **ADS Youth Opportunity Grant Software User Manual Now Available Online**

The Automated Data Systems (ADS) Youth Opportunity Grant Software user manual has been posted on the Youth Opportunity web site at [http://www.doleta.gov/youth\\_services/toolbox.asp](http://www.doleta.gov/youth_services/toolbox.asp). The PDF file may be downloaded and reproduced as needed. Implementation of the ADS software is currently underway in Kansas City. The implementation schedule for the remaining sites will be shared once completed. If you have any questions, please call Gregg Weltz at (202) 693-3527.

## **YOG Baseline Data Collection Begins**

As part of the evaluation of the 36 Youth Opportunity Grants (YOG) awarded in February 2000, staff from the Department of Labor’s evaluation contractor, Decision Information Resources, Inc., (DIR), and its sub-contractors, Westat, Social Policy Research and Lee Bruno and Associates, will be contacting YOG sites over the next few weeks to arrange site visits for the process component of the Youth Opportunity evaluation. **These site visits are separate and distinct from the site visits that**

**your Federal project team from the U.S. Department of Labor (DOL) will be making to your project over the next several weeks.** The contractors will work with you to schedule these evaluation visits so as not to conflict with the DOL visits.

We want to emphasize that the evaluation contractors *are not* auditing or monitoring your specific project. Rather, the visits will provide DOL with an independent perspective on the initiative as sites begin operations. These initial visits will serve as a baseline from which the contractor will measure the progress of the overall Youth Opportunity initiative in later years.

Please be considerate to the evaluation staff visiting your program. The evaluation is an important part of the Youth Opportunity initiative and a key way that we will be able to sustain support for Youth Opportunity Grants in Congress. If you have any questions regarding these visits or the evaluation, please feel free to contact Dan Ryan in ETA's Office of Policy and Research. You can reach Dan at (202) 693-3649 or e-mail: [dryan@doleta.gov](mailto:dryan@doleta.gov).

## **Participate in National Groundhog Job Shadow Day – Friday, February 2, 2001**

February 2, 2001 (next Friday) is the fourth annual national Groundhog Job Shadow Day. The event is designed to give young people across the country job shadowing experiences. Job shadowing enables students to observe a workplace mentor in a normal workday environment and experience careers first-hand.

This hands-on experience provides an up-close look at how the skills learned in school are transferred into the workplace. Last year, millions of students and tens of thousands of businesses came together to share the lessons learned in the world of work. The Department of Labor sponsored over 175 local young people in 2000 and will participate again.

### **Here are some ideas for participating:**

**Contact your partner agencies.** Ask each partner agency to mentor one or more young people from your sites

**Call the mayor's office or office of the county executive in your area.** Will city and/or county government agencies be participating? Are their opportunities for youth from YOG to "shadow"?

**Plan a field trip to a local company or agency.** Contact the Human Resource or Personnel Department and see if they can arrange for a group of young people to tour the office and talk with workers about their jobs.

For more information, including how to plan events and participate, see the Internet at: **<http://www.jobshadow.org>**.

